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**INTERNSHIP PROGRAM**   
  
We are always looking for smart, motivated interns and accept applications for three application deadlines (see below). The program is designed to give students and graduates the opportunity to gain real-world experience in digital publishing, nonprofit administration, and social media management. Prospective interns should have a have an interest in arts journalism, digital publishing, social media or nonprofit management.

**NONPROFIT ADMINISTRATION INTERNSHIP**   
Organizational interns will gain experience in many of the following areas: program development, grant writing, fundraising, event planning, marketing, research, and social media. However, because ArtsATL is a small organization, interns will be expected to assist as needed on general administrative tasks. Organizational interns will primarily work with the Executive Director, although for particular projects they may assist the editorial staff.

**MARKETING INTERNSHIP**   
Marketing interns will gain experience in many of the following areas: social media, analytics and reporting, event planning, marketing and branding projects. However, because ArtsATL is a small organization, interns will be expected to assist as needed on general administrative tasks. Marketing interns will primarily work with the Social Media Manager, although for particular projects they may assist the editorial staff.

**EDITORIAL INTERNSHIP**   
Editorial interns must be critical, detail-oriented thinkers who are adept at online and archival research, and have strong writing skills. Previous experience with publishing and/or contemporary art and culture is desirable; an enthusiasm for these fields is essential. If applying for this internship, please note the additional support materials requested in the application outlined below. Editorial interns will work directly with the editorial staff to gain experience producing published content, copyediting, fact-checking, researching, and editorial planning.

**Eligibility:**  
Applicants must be 18 years of age or older and either currently enrolled in an undergraduate or graduate program, or a recent graduate. All interns must be organized, professional, proficient with computers—including basic Office software and social media applications—and able to work with minimal supervision.   
  
**Commitment:**  
Interns must commit to working a minimum of 8 hours per week for a period of at least three months. Please indicate your availability in your application. Although we will work with interns regarding schedules and deadlines, we generally follow a traditional school calendar: fall (late-August through late December), spring (early January through mid May), summer (late-May through mid-August).   
  
All internships are unpaid, but ArtsATL will provide academic credit if the program is offered through a school and if arrangements are made in advance.   
  
For their service, interns are listed on the masthead of the publication for the duration of the internship.   
  
  
**Application Process:**  
To apply, please submit the following:  
  
1. A cover letter indicating:

* Why you chose to apply for an internship at ArtsATL
* What you hope to gain from the experience
* What skills or experiences you bring to the organization
* Information about relevant coursework
* The dates/time period you are available to intern.

2. A resume detailing your educational background and past work experience.   
  
3. Two references, supplying the referee's name, title, phone number, email, and relationship to the applicant. Examples of good references are: professors, employers, previous supervisors at other internships or volunteer opportunities, and coaches among others.   
  
4. Editorial Internship applicants should also provide 1-2 writing samples.

Please email the above documents to Susannah Darrow, Executive Director:  
[Susannah@artsatl.com](mailto:Susannah@artsatl.com)   
  
If applying to the Editorial Internship, please also send materials to Laura Relyea, Executive Editor: [laura@artsatl.com](mailto:laura@artsatl.com)